

**RESOLUTION  
BOARD OF DIRECTORS  
EASTERN RIO BLANCO METROPOLITAN RECREATION & PARK DISTRICT**

**A RESOLUTION APPROVING THE JANUARY 2, 2023 AMENDMENT TO THE JANUARY 1, 2017 EMPLOYEE HANDBOOK**

**WHEREAS**, the Eastern Rio Blanco Metropolitan Recreation & Park District ("**ERBM**") is a political subdivision of the State of Colorado, organized pursuant to C.R.S. § 32-1-101 *et seq.* ("**Special Districts Act**"), to provide park and recreation services to residents within, and to individuals passing through, its jurisdiction;

**WHEREAS**, pursuant to C.R.S. § 32-1-1001(1)(h), the ERBM Board of Directors ("**Board**") has the power to manage, control, and supervise all of ERBM's business and affairs;

**WHEREAS**, ERBM's senior staff have presented to the Board proposed amendments to the January 1, 2017 Employee Handbook ("**Employee Handbook**"); and

**WHEREAS**, the Board has considered the proposed amendments to the Employee Handbook, and wishes to adopt the amendments as presented.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE EASTERN RIO BLANCO METROPOLITAN RECREATION & PARK DISTRICT:**

1. The following amendment to the Employee Handbook is adopted and shall take effect at 12:01 a.m. on January 2, 2023 (collectively, the "**January 2, 2023 Amendment**"):


**Section 7.C.2. "Limited Carryover of PTO" is amended and reads as follows:**

The District permits employees to carry over a maximum of 25 days (200 hours) of PTO each year, unless otherwise agreed to in writing by the Executive Director. Any earned but unused PTO in excess of 200 hours existing as of the end of the final payroll of each calendar year will be forfeited and the employee's PTO carryover balance will be reduced to 200 hours.

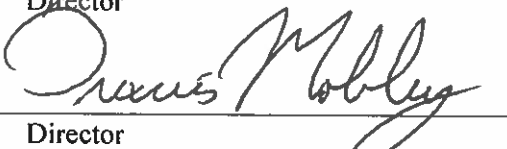
2. All other provisions of the Employee Handbook remain in effect as written, and are unaffected by the January 2, 2023 Amendment.


ADOPTED this 16<sup>th</sup> day of August, 2022.


**BOARD OF DIRECTORS OF THE  
EASTERN RIO BLANCO METROPOLITAN RECREATION & PARK DISTRICT**

By:   
Director

By: Absent  
Director

By:   
Director

By:   
Director

By:   
Director